

**October 2008**  
**Proposed Commission Meeting Agenda**

(10.17.08)

Approval of minutes of September 23, 2008 meeting<sup>1</sup>

Financial Report <sup>2</sup>

Adoption of remainder of proposed agenda<sup>3</sup>

Executive Director's Report

General Counsel's Report

Unfinished Business

1. Disclosure statement rules 0580-1-6
2. Late filing penalty rules, 0580-1-4
3. Local official show causes (2)
4. Management risk assessment, Response to audit, and Operating procedures

New Business

5. Requests for reconsideration (4)
6. Publishing of draft opinions
7. Show causes—Failure to pay 2008 registration fees (11 employers and 1 lobbyist)
8. Show causes—Campaign contributions by lobbyists (3)
9. show cause—State candidate failure to file disclosure stmt (5)
10. [deleted --(subpoena requests—deferred to November if needed)]
11. Remedies for failure to file: complaint, administrative action, or both?

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<sup>1</sup> It is anticipated that the meeting will be called to order upon the Chair's recognition that a quorum is present. The call to order is not listed here because "it is not proper to list a 'call to order' as the first item in an order of business or agenda, as is often incorrectly done." Per Robert's Rules of Order (10<sup>th</sup> Ed., 2000), §3, at 25 n.\* The Commission voted at the September meeting to put the minutes first. This is consistent with the observation in Robert's Rules that it is usual or standard for "reading and approval of minutes" to be the first item listed in an agenda. §41, at 342.

<sup>2</sup> The Commission voted in September to require that the financial report, including specified financial documents, be considered immediately after approval of the minutes. This is also consistent with Robert's observation that the reports of officers typically follow the minutes. Robert's § 3, at 25.

<sup>3</sup> The detail or order of consideration of the remaining items, as listed on this proposed agenda, are not binding unless formally adopted by the Commission at the session to which the proposed agenda applies. Robert's Rules, § 41, at 363, ll. 14-16.